

CITY OF MANCHESTER

PLANNING AND ZONING COMMISSION MEETING MINUTES November 9, 2015

COMMISSIONERS

Jason Truesdell, Chairman (2018)
James Labit, Secretary (2016)
Joni Korte (2016)
Tom Brown (2017)
Jack Fluchel (2019)
Mark Smith (2018)
Dave Willson, Mayor

CITY OFFICIALS AND STAFF

Mike Clement, Alderman, Ex-Officio member
Erika Kennett, Director of Planning & Zoning
Kimberly Fels, Recording Secretary

CASES

- A. **CASE #15-SP-012** – A request for Site Plan Approval has been made by Rolwes Construction, Inc. for a new two story house to be built at 608 Joyce Ann Drive. The property is zoned R-1 Single Family Residential.

REPRESENTATIVES OF CASES

- **Jim Rolwes**
Rolwes Construction Inc.
PO Box 454
Ballwin, MO 63022
314-280-7558

1. **CALL TO ORDER**

Chairman Truesdell called the Planning and Zoning meeting of November 9, 2015 to order at 7:00 p.m.

2. **ROLL CALL**

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Nelson Nolte	Present	Alderman Mike Clement	Present
Commissioner Joni Korte	Present	Erika Kennett, Director	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. **APPROVAL OF MINUTES**

Commissioner Labit made the motion to approve the minutes of September 14, 2015. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

4. **APPROVAL OF AGENDA**

Chairman Truesdell asked if there were any changes to the agenda. Chairman Truesdell made the motion to approve the agenda as presented. Commissioner Korte seconded; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

5. OLD BUSINESS

A. No Old Business

6. NEW BUSINESS

- A. CASE #15-SP-012** – A request for Site Plan Approval has been made by Rolwes Construction, Inc. for a new two-story house to be built at 608 Joyce Ann Drive. The property is zoned R-1 Single Family Residential.

Speaking for the case was Jim Rolwes of Rolwes Construction, Inc. Mr. Rolwes is seeking Site Plan approval for the construction of a new single family home to be built which is similar in size to the homes Rolwes Construction built on 602 Joyce Ann and 607 Connie. The front elevation is different from the aforementioned homes and the garage is a 3 car garage per the customer's request.

Director Erika Kennett provided the staff report. Staff is excited for a new home to be built. Staff gives a favorable recommendation of this Site Plan and has no objections.

Commissioner Labit expressed gratitude to the owners for their desire to invest in Manchester.

Commissioner Fluchel asked for clarification regarding the foundation of the new home. Mr. Rolwes informed that the old house and foundation was entirely removed and that a brand new foundation will be poured on stable soil. Commissioner Fluchel also referenced the vinyl siding of the house and asked that clarification be given as to how it will look in line with the slope of the land. Mr. Rolwes answered that the siding will be a step-down foundation and the siding will be to grade.

Commissioner Korte asked if there were any other structures planned like retaining walls. Mr. Rolwes said there were no plans at the moment. It seems more likely that the home owner would want to hire a landscape company once the foundation is laid.

Alderman Clement asked about the timeline for this new build. Mr. Rolwes confirmed he hoped to work through winter.

Chairman Truesdell questioned if there was a need for water mediation due to any impervious surfaces. Mr. Rolwes replied that the plan was to pipe the downspouts to two dry wells which are large pits filled with gravel that allows the water time to seep into the ground.

Commissioner Fluchel made the motion for approval of the Site Plan review on CASE #15-SP-012. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

7. PLANNING AND ZONING DIRECTOR'S REPORT

Director Erika Kennett gave a brief introduction and is thrilled at the opportunity to sit down with everyone and looks forward to discuss the direction for the City of Manchester. She referenced a couple businesses

that are on the move to Manchester. Ms. Kennett also honored Commissioner Brown for his service to the City and gave a warm welcome to Commissioner Nolte for filling the post.

8. EX-OFFICIO'S REPORT

Alderman Clement announced the opening of a new business in the City of Manchester and that the Board of Alderman received some preliminary feedback prior to its opening. City Staff is in communication with the business and looks forward to its success and continued compliance with its Special Use Permit.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Chairman Truesdell welcomed Mr. Nelson Nolte to the Planning and Zoning Commission.

Mayor Willson commended Tom Brown for his many years and dedication to the City through his service on the Planning and Zoning Commission. The Mayor also mentioned that the Director of Public Works, Bob Ruck, just recently received a prestigious award as Public Works Director of the Year.

10. ADJOURNMENT

Commissioner Labit made the motion to adjourn the Planning and Zoning Commission meeting of November 9, 2015 at 7:23 p.m. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

Respectfully submitted by:
Kimberly Fels, Recording Secretary

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